



Hawaii Public Housing Authority (HPHA)

On behalf of the State of Hawaii and the employees of Hawaii Public Housing Authority (HPHA), we invite the following highly motivated and dedicated professionals to join our team and make a difference!

Chief Compliance Officer (Housing Program)

This position oversees and manages the agency's Housing Compliance Office to ensure all public housing programs are in compliance with State and Federal Housing Laws, Limited English Proficiency, American Disabilities Act (ADA), Title VI of the Civil Rights Act (EEO), and Section 504 of the Rehabilitation Act of 1973; assists program managers in reviewing Federal and State laws, rules and regulations to determine their impact on the agency's procedures, and assists program managers in determining and developing operational procedural changes. This position reviews and investigates all programs and activities for any performance deficiencies, fraud, waste and mismanagement and recommends corrective action to the Executive Director.

Minimum Requirement and Experience:

Graduation from an accredited four (4) year college or university with a bachelor's degree in public administration, business administration, human resources or other related field of study.

Specialized Experience:

Comparable work experience may be substituted for educational requirement on a year for year basis. Four (4) years of progressively responsible experience which demonstrates ability as a manager of operational activities which include developing and implementing policies and procedures, experience in ADA, EEO and/or Section 504, review and evaluation of operations to obtain maximum effectiveness and efficiency, federally assisted housing programs, program planning, program budgeting, directing programs that provides staff advice and assistance to staff; giving technical advice and direction to management; experience in training employees and making oral presentations.

Supervisory Experience:

Two (2) years experience in supervising others in coordinating and assigning workloads, evaluating performance, assisting in difficult and problem areas, and performing timely accomplishment of work objectives.

The above position is exempt non-civil service position. Salary is commensurate with training and experience. For more information about HPHA, visit our website at www.hcdch.hawaii.gov. HPHA is an equal employment opportunity employer. Continuous recruitment until need is met. For consideration please submit your resume to:

**Hawaii Public Housing Authority
Attn: Personnel
P.O. Box 17907
1002 N. School Street
Honolulu, HI 96817**

Or Fax: 832-5979